

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing**

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 4/01/2003 - 3/31/2004

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHA Name: Tuscarawas Metropolitan Housing Authority

PHA Number: OH063

PHA Fiscal Year Beginning: April 1

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

X__ Main administrative office of the PHA

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at:
(select all that apply)

X__ Main administrative office of the PHA

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

X__ Main business office of the PHA

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

Tuscarawas Metropolitan Housing Authority completed its 5-year plan in January, 2000. A Statement of Progress is included in Attachment A of this document. HUD approved this 5-year plan in June, 2000.

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

The mission of the Tuscarawas Metropolitan Housing Authority is to assist eligible families with safe, decent, and affordable housing opportunities, without discrimination. We will strive to help families achieve self-sufficiency and improve the quality of their lives. We will create and maintain partnerships with our clients, landlords, and appropriate community agencies in order to accomplish this mission, and are committed to operating in an efficient, ethical, and professional manner.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEAR PLAN. Objectives would include targets such as: numbers of families served or

- X apply for at least 25 addition rental vouchers of a type consistent with the community's Consolidated Plan, if funding is made available for such,**
- X Explore opportunities to leverage private or other public funds to create additional housing opportunities,**
- X Support efforts of non-profit entities to build or rehabilitate project-based low income housing, where the project is consistent with local codes and the community's Consolidated Plan,**
- X Engage in landlord outreach efforts with the goal of adding at least five new program landlords per year,**
- X Maximize Voucher Payment Standards, in accordance with HUD regulations and rent reasonableness standards, to increase the number, location, and quality of**

rental units available to Voucher holders,

X Collaborate with agencies who case manage elderly and disabled families to identify rental units available to our shared clientele.

X Tuscarawas Metropolitan Housing Authority Goal: Improve the quality of assisted housing by March 31, 2004

Objectives:

X Provide ongoing information to program owners concerning the dangers of lead base paint and regulation concerning control of such,

X In each annual budget, allocate funds for staff training on Housing Quality Standards issues,

X Provide information, upon request, to local jurisdictions seeking to establish and /or improve local codes affecting rental housing.

X Maximize Voucher Payment standards, in accordance with HUD regulations and rent reasonable standards, to increase the number of higher quality units available to our clients,

X Tuscarawas Metropolitan Housing Authority Goal: Increase assisted housing choices by March 31, 2004

Objectives:

X Maximize Voucher Payment standards, in accordance with HUD regulations and rent reasonable standards, to increase accessibility to higher census tract housing in desirable neighborhoods,

X Develop a consistent and ongoing method for communicating with program landlords with the goal of increasing their participation with the program,

X Explore the viability of implementing the voucher homeownership program,

X Join the Coalition on Homelessness and Housing in Ohio network group in order to access this forum to expand the range and quality of housing choices for very low and low income families,

X Maintain at least 30 Vouchers that are targeted for exclusive use by disabled families.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

X Tuscarawas Metropolitan Housing Authority Goal: Promote self-sufficiency and asset development of families and individuals by March 31, 2004

Objectives:

X To encourage self sufficiency of participant families and assist in the expansion of family opportunities which address educational, socio-economic, recreational and other human services needs.

X Increase the number and percentage of employed persons in assisted families by continuously promoting participation in the authority's Family Self Sufficiency program,

X Collaborate with agencies who provide supportive services to shared clientele to improve employability of said clientele,

X Develop a policy and plan of proactive procedures to reduce fraud and complete reporting of income for families who claim zero or very low income,

X Counsel FSS graduates receiving escrow funds in the use of those funds for investment or homeownership,

X Use the knowledge and networking abilities of the Authority to link clients who seek homeownership with appropriate local programs that assist with homeownership,

X Assist the local Habitat for Humanity affiliate to achieve its goals of homeownership for low income families by assisting with family selection.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

Tuscarawas Metropolitan Housing Authority Goal: Ensure equal opportunity in housing for TMHA clientele by March 31, 2004

Objectives:

X Inform applicants at every applicant briefing of local resources for fair housing information and advice,

X Provide applicants a fair housing complaint form and instructions on how to complete it,

X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability,

X Provide information to owners informing them of fair housing regulations and what action violate fair housing laws.

Other PHA Goals and Objectives: (list below)

X Tuscarawas Metropolitan Housing Authority Goal: Enhance the public image of TMHA

and emphasize the value of TMHA to the community by March 31, 2004

Objectives:

X Assist the local economy by increasing the occupancy rate and the amount of money flowing into the community,

X Housing authority personnel will participate as active members in the Tuscarawas Co. Family & Children First Council, a collaborative group to foster a better living environment for families,

X Housing authority personnel will advertise their willingness to serve as a speaker to civic and community groups, in the Tuscarawas Co. Community Services Directory,

X Promote in the local media success stories of TMHA clients who have achieved self sufficiency or homeownership, to the extent possible within confidentiality guidelines for those clients,

X Promote in the local media accomplishments and new initiatives of the Authority.

X Tuscarawas Metropolitan Housing Authority Goal: Manage the TMHA in an efficient and effective manner in every fiscal year through March 31, 2004

Objectives:

X Achieve a SEMAP score of the least "standard" level in every fiscal year,

X Manage the Housing Authority in a manner that results in compliance with applicable statutes and regulations as defined by program audit findings.

X Maintain an open and ongoing dialog with the MTCS reporting system for program data, thereby resulting in a monthly transmittal of pertinent data, and a monthly review and correction of MTCS-noted errors,

X Regularly consult with HUD field office personnel for explanation and clarification of new and changing information and regulation,

X Maintain an up to date computer system that can reliably access the internet to quickly retrieve new and pertinent program notices and regulations,

X Allocate funds in each annual administrative budget for continuing education of staff and commissioners on financial and programmatic issues,

X Promote a motivating work environment with a capable and efficient team of employees to operate in a customer-friendly and fiscally prudent manner,

X Conduct an orientation and education program for every new commissioner.

X Establish a Resident Advisory Board with a goal of encouraging the RAB to elect a resident who could then be appointed to the governing board of commissioners of the housing authority.

Annual PHA Plan
PHA Fiscal Year 2004
[24 CFR Part 903.7]

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

☐ **High Performing PHA**

☐ **Small Agency (<250 Public Housing Units)**

☒ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

Executive Summary of the Annual PHA Plan

(24 CFR Part 903.7 9 (r))

Tuscarawas Metropolitan Housing Authority serves the Tuscarawas Co. area, located in the northeast central section of Ohio. The area is semi-rural, with no large urban areas. Population is approximately 91,000, according to the 2000 census. This housing authority administrates a Section 8 Housing Choice Voucher program; this PHA has no public housing.

At drafting of this Plan, TMHA has 574 Section 8 Vouchers under active lease. This number represents the maximum units that TMHA can assist with the funding commitment provided by HUD, and reflects the baseline number assigned by HUD to this housing authority in April, 2000. We will not be able to increase our lease-up numbers over this baseline without new funding.

Families with children comprise 50% of currently assisted families. Forty-eight percent (48%) of assisted families are elderly and/or disabled, meaning that either the head or spouse in the family is elderly and/or disabled. During the last year, TMHA continued to administrate 30 Mainstream vouchers targeted to disabled families. In January, 2002, the housing authority began implementing a major new HUD regulation on lead-based paint hazards in Federally-assisted housing. This new rule will

add further protections to safe housing for families with small children. TMHA is committed to helping program owners understand and comply with the rule.

TMHA values and promotes collaboration with other area agencies serving families, such as Job & Family Services and Cornerstone Support Services. Administrative personnel for the TMHA actively participate in the Tuscarawas Co. Family & Children First Council, which strives to eliminate barriers that exist between individual agencies in order to accomplish the goal of seamless service for families in need. TMHA is a member of the Tuscarawas Co. Housing Task Force, a group of organizations and individuals formed to reduce homelessness, and to fill gaps in local service delivery related to housing issues.

TMHA is committed to the dream of self sufficiency and ultimately, homeownership for our clients. We will pursue this dream by continuing to administer the Family Self Sufficiency program, as long as HUD policy, regulation, and funding allow continuation. Currently, 67% of TMHA FSS clients have an active escrow savings account. In the past year, seven clients have successfully graduated from the FSS program, and have received their escrow account funds.

TMHA maintains an avid interest in the new Section 8 Homeownership program, and will continue to evaluate ways that this rule could be administrated locally. At the present time, TMHA serves as a distribution point for information and applications for the local Habitat for Humanity affiliate. At this writing, one TMHA Family Self Sufficiency participant has been accepted as a Habitat for Humanity partner family, and will assume home ownership with the help of her escrow savings account.

The Board of Commissioners of TMHA has established a nonprofit entity, Tuscarawas Affordable Housing Services Corp. for the purpose of providing housing services and education to low income families in ways not available to TMHA. It is the intent of the Board of Commissioners to collaborate with this nonprofit to further affordable housing goals.

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a SEPARATE file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

N/A_ Admissions Policy for Deconcentration

N/A_ FY 2000 Capital Fund Program Annual Statement

N/A_ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

X___ PHA Management Organizational Chart

___ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

X___ Other (List below, providing each attachment name)

Attachment A - Statement of Progress in Meeting the 5-Year Plan Mission and Goals

Attachment B - Housing Authority Organizational Chart

Attachment C - Membership of the Resident Advisory Board

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan (TSAP)	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 18. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development check here if included in the public housing A&OPolicy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8	Annual Plan: Rent Determination

Applicable & On Display	Supporting Document	Applicable Plan Component
	Administrative Plan	
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership	Annual Plan:

Applicable & On Display	Supporting Document	Applicable Plan Component
	program check here if included in the Section 8 Administrative Plan	Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the

Housing Needs of Families in the Jurisdiction by Family Type						
Family Type	Overall Impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact."	Overall Impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact."	Overall Impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact."	Overall Impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact."	Overall Impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact."	Overall Impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact."

Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	2. Size	Loca-tion
Income <= 30% of AMI	1418	5	5	5	5	4	4
Income >30% but <=50% of AMI	1507	4	4	4	4	4	4
Income >50% but <80% of AMI	1455	3	3	3	3	3	3
Elderly	1782	4	4	4	5	4	4
Families with Disabilities	1898	4	4	4	5	4	4
Race: White	8731	3	3	3	4	3	3
Race: Af. Amer.	90	3	3	3	4	3	3
Race: Other	90	3	3	3	4	3	3
Ethnicity:Hispan..	90	4	4	4	4	4	4

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ **Consolidated Plan of the Jurisdiction/s**
Indicate year: State of Ohio FY 2000 Consolidated Plan
- ☒ **U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset 2000 data**
- ☐ **American Housing Survey data**
Indicate year: _____
- ☐ **Other housing market study**
Indicate year: _____
- ☒ **Other sources: (list and indicate year of information)**
Tuscarawas Co. CHIS, 2000

A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for ~~site-based or sub-jurisdictional public housing waiting lists at their option.~~

Housing Needs of Families on the Waiting List
<p>Waiting list type: (select one)</p> <p><input checked="" type="checkbox"/> Section 8 tenant-based assistance</p> <p><input type="checkbox"/> Public Housing</p> <p><input type="checkbox"/> Combined Section 8 and Public Housing</p> <p><input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)</p>

Housing Needs of Families on the Waiting List			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	373		676
Extremely low income <=30% AMI	297	80	
Very low income (>30% but <=50% AMI)	68	18	
Low income (>50% but <80% AMI)	8	2	
Families with children	255	68	
Elderly families	8	2	
Families with Disabilities	56	15	
Race/ White	365	98	
Race/ Black	7	2	
Race/Asian/Nat.A m	1	<1	
Ethnicity/Hispanic	6	2	

Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			

5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No If yes: B. How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? No Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list IN THE UPCOMING YEAR, and the Agency's reasons for choosing this strategy.

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☐ N/A Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ N/A Reduce turnover time for vacated public housing units
- ☐ N/A Reduce time to renovate public housing units
- ☐ N/A Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ N/A Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ **Apply for additional section 8 units should they become available**
- ☐ **Leverage affordable housing resources in the community through the creation of mixed - finance housing**
- ☒ **Pursue housing resources other than public housing or Section 8 tenant-based assistance.**
- ☐ **Other: (list below)**

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ **N/A Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing**
- ☐ **Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance**
- ☐ **Employ admissions preferences aimed at families with economic hardships**
- ☐ **N/A Adopt rent policies to support and encourage work**
- ☒ **Other: (list below)**
 - In cases where a 30% of AMI family is excluded from leasing a unit by the 40% Tenant Rent Burden provision, offer to try negotiating a lower rent with the owner on behalf of the family.
 - Market the Family Self Sufficiency program to 30% AMI families to encourage and reward a family work ethic, and a way to improve the family's quality of life.

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ **N/A Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing**
- ☐ **Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance**
- ☐ **Employ admissions preferences aimed at families with economic**

hardships

N/A_ Adopt rent policies to support and encourage work

X_ Other (list below)

X_ In cases where a 30% of AMI family is excluded from leasing a unit by the 40% Tenant Rent Burden provision, offer to try negotiating a lower rent with the owner on behalf of the family

X_ Market the Family Self Sufficiency program to 30% AMI families to encourage and reward a family work ethic, and a way to improve the family's quality of life

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

___ Employ admissions preferences aimed at families who are working

N/A_ Adopt rent policies to support and encourage work

X_ Other (list below)

X_ In cases where a 50% of AMI family is excluded from leasing a unit by the 40% Tenant Rent Burden provision, offer to try negotiating a lower rent with the owner on behalf of the family

X_ Market the Family Self Sufficiency program to 50% AMI families to encourage and reward a family work ethic, and a way to improve the family's quality of life

B. Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

N/A_ Seek designation of public housing for the elderly

___ Apply for special-purpose vouchers targeted to the elderly, should they become available

X_ Other: In cases where an elderly family is excluded from leasing a unit by the 40% Tenant Rent burden provision, offer to try negotiating a lower rent with the owner on behalf of the

family

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

N/A_ Seek designation of public housing for families with disabilities

N/A_____ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

_____ Apply for special-purpose vouchers targeted to families with disabilities, should they become available

X_____ Affirmatively market to local non-profit agencies that assist families with disabilities

X_____ Other: Proactively administer 30 Mainstream Housing for Disabled vouchers currently held by the authority

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

X_____ Affirmatively market to races/ethnicities shown to have disproportionate housing needs

_____ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

X_____ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

X_____ Market the section 8 program to owners outside of areas of poverty /minority concentrations

_____ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the

strategies it will pursue:

- X__ Funding constraints
- X__ Staffing constraints
- X__ Limited availability of sites for assisted housing
- X__ Extent to which particular housing needs are met by other organizations in the community
- X__ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X__ Influence of the housing market on PHA programs
- X__ Community priorities regarding housing assistance
- X__ Results of consultation with local or state government
- X__ Results of consultation with residents and the Resident Advisory Board
- ___ Results of consultation with advocacy groups
- ___ Other: (list below)

Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of

Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on the line purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds at the end of the following categories: public housing operations, public housing capital improvements, public housing		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for	2,330,717	

Sources	Planned \$	Planned Uses
Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants Section 8 FSS Coordinator	51,440	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	2,382,157	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☐ Criminal or Drug related activity
- ☐ Rental history
- ☐ Housekeeping
- ☐ Other (describe)

c. ☐ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☐ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☐ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site-based waiting lists will the PHA operate in the coming year?

- 2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?**
If yes, how many lists?

- 3. ☐ Yes ☐ No: May families be on more than one list simultaneously**
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- ☐ Two
- ☐ Three or More

b. ☐ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

___ Yes ___ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ___ Emergencies
- ___ Overhoused
- ___ Underhoused
- ___ Medical justification
- ___ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ___ Resident choice: (state circumstances below)
- ___ Other: (list below)

a. Preferences

1. ___ Yes ___ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) Occupancy)

1. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ___ Involuntary Displacement (Disaster, Government Action, Action of Housing
- ___ Owner, Inaccessibility, Property Disposition)
- ___ Victims of domestic violence

- _____ Substandard housing
- _____ Homelessness
- _____ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- _____ Working families and those unable to work because of age or disability
- _____ Veterans and veterans' families
- _____ Residents who live and/or work in the jurisdiction
- _____ Those enrolled currently in educational, training, or upward mobility programs
- _____ Households that contribute to meeting income goals (broad range of incomes)
- _____ Households that contribute to meeting income requirements (targeting)
- _____ Those previously enrolled in educational, training, or upward mobility programs
- _____ Victims of reprisals or hate crimes
- _____ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- _____ Date and Time

Former Federal preferences:

- _____ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- _____ Victims of domestic violence
- _____ Substandard housing
- _____ Homelessness
- _____ High rent burden

Other preferences (select all that apply)

- _____ Working families and those unable to work because of age or disability
- _____ Veterans and veterans' families
- _____ Residents who live and/or work in the jurisdiction
- _____ Those enrolled currently in educational, training, or upward mobility

programs

- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☐ The PHA-resident lease
- ☐ The PHA's Admissions and (Continued) Occupancy policy
- ☐ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☐ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy)

developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists

☐ If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to other policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☐ Additional affirmative marketing

☐ Actions to improve the marketability of certain developments

☐ Adoption or adjustment of ceiling rents for certain developments

☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

____ Not applicable: results of analysis did not indicate a need for such efforts
____ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

____ Not applicable: results of analysis did not indicate a need for such efforts
____ List (any applicable) developments below:

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component

(1) Eligibility

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

What is the extent of screening conducted by the PHA? (select all that apply)

- X ____ Criminal or drug-related activity only to the extent required by law or regulation
____ Criminal and drug-related activity, more extensively than required by law or regulation
____ More general screening than criminal and drug-related activity (list factors below)
____ Other: (list below)

b. X Yes ____ No: Does the PHA request criminal records from local law

enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☒ Criminal or drug-related activity

☒ Other: Upon the request of the owner we will share any factual information that has become a part of the tenant file, relevant to the history of, or ability to, comply with the lease or any history of drug trafficking.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

☒ None

☐ Federal public housing

☐ Federal moderate rehabilitation

☐ Federal project-based certificate program

☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

☒ PHA main administrative office

☐ Other (list below)

(3) Search Time

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

The housing authority will give two 30-day extensions to clients with active vouchers who request an extension at the end of their current term.

(4) Admissions Preferences

a. Income targeting

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs

- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these

choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

_____ Date and Time

Former Federal preferences

- _____ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- _____ Victims of domestic violence
- _____ Substandard housing
- _____ Homelessness
- _____ High rent burden

Other preferences (select all that apply)

- _____ Working families and those unable to work because of age or disability
- _____ Veterans and veterans’ families
- _____ Residents who live and/or work in your jurisdiction
- _____ Those enrolled currently in educational, training, or upward mobility programs
- _____ Households that contribute to meeting income goals (broad range of incomes)
- _____ Households that contribute to meeting income requirements (targeting)
- _____ Those previously enrolled in educational, training, or upward mobility programs
- _____ Victims of reprisals or hate crimes
- _____ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- _____ Date and time of application
- _____ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- _____ This preference has previously been reviewed and approved by HUD
- _____ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- _____ The PHA applies preferences within income tiers

____ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

☒ The Section 8 Administrative Plan

☒ Briefing sessions and written materials

____ Other (list below)

a. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

____ Through published notices

☒ Other (list below)

Through collaborative efforts with area agencies that assist clients for whom the special-purpose assistance is targeted.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

____ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

____ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

____ \$0

____ \$1-\$25

____ \$26-\$50

2. ____ Yes ____ No: Has the PHA adopted any discretionary minimum rent hardship

exemption policies?

3. If yes to question 2, list these policies below:

a. Rents set at less than 30% than adjusted income

1. ____ Yes ____ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

____ For the earned income of a previously unemployed household member

____ For increases in earned income

____ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

____ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

____ For household heads

____ For other family members

____ For transportation expenses

____ For the non-reimbursed medical expenses of non-disabled or non-elderly families

____ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

____ Yes for all developments

____ Yes but only for some developments

____ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

____ For all developments

____ For all general occupancy developments (not elderly or disabled or elderly only)

____ For specified general occupancy developments

____ For certain parts of developments; e.g., the high-rise portion

- _____ For certain size units; e.g., larger bedroom sizes
- _____ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- _____ Market comparability study
- _____ Fair market rents (FMR)
- _____ 95th percentile rents
- _____ 75 percent of operating costs
- _____ 100 percent of operating costs for general occupancy (family) developments
- _____ Operating costs plus debt service
- _____ The "rental value" of the unit
- _____ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- _____ Never
- _____ At family option
- _____ Any time the family experiences an income increase
- _____ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- _____ Other (list below)

g. _____ Yes _____ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- _____ The section 8 rent reasonableness study of comparable housing
- _____ Survey of rents listed in local newspaper
- _____ Survey of similar unassisted units in the neighborhood
- _____ Other (list/describe below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the (I) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

☐ At or above 90% but below 100% of FMR

☐ 100% of FMR

☒ Above 100% but at or below 110% of FMR

☒ Above 110% of FMR (if HUD approved; describe circumstances below)

The housing authority will request approval over 110% as reasonable accommodation for a disabled family under CFR 982.503(c)(2)(i) on a case by case basis with the goal of providing housing choices to the family that would otherwise exceed the 40% tenant rent burden rule.

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

☐ The PHA has chosen to serve additional families by lowering the payment standard

☐ Reflects market or submarket

☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?
(select all that apply)

☒ FMRs are not adequate to ensure success among assisted families in the
PHA's segment of the FMR area

☒ Reflects market or submarket

☒ To increase housing options for families

☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

☐ Annually

☒ Other (list below)

At least annually, or as often as necessary to abide by changing regulation and
adjustments to the FMR.

e. What factors will the PHA consider in its assessment of the adequacy of its
payment standard? (select all that apply)

☒ Success rates of assisted families

☒ Rent burdens of assisted families

☒ Other (list below)

Rent reasonableness and market information

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

☐ \$0

☐ \$1-\$25

☒ \$26-\$50

b. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship
exemption policies? (if yes, list below)

Exemptions are considered for the following:

1. when the family has lost eligibility for - or is awaiting an
eligibility determination for - a Federal, State, or local
assistance program,
2. when the family would be evicted because it is unable to
pay the minimum rent,
3. when the income of the family has decreased because of
recent changed circumstances, including loss of employment,
4. when the income of the family has decreased because of a

death in the family,

5. circumstances other than above which may be decided on a case-by-case basis.

Request for an exemption must be presented in writing, and the housing authority will request and must receive 3rd party verification of the exemption request.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

(Section 8 only) PHA's management structure and organization.

☒ An organization chart showing the PHA's management structure and organization is attached.

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

_. List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers	574	168
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	30 Mainstream Vouchers	8
Public Housing Drug Elimination Program (PHDEP)		

Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 Management. (list below)

TMHA Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- ☐ PHA main administrative office
- ☐ PHA development management offices
- ☐ Other (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

B. Section 8 Tenant-Based Assistance

1. ____ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office
____ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template OR, at the PHA's option, by completing and attaching a properly updated HUD-52837.
-or-

____ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template OR by completing and attaching a properly updated HUD-52834.

- a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

- b. If yes to question a, select one:

_____ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

_____ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

_____ Yes _____ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

_____ Revitalization Plan under development
_____ Revitalization Plan submitted, pending approval
_____ Revitalization Plan approved
_____ Activities pursuant to an approved Revitalization Plan underway

_____ Yes _____ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

_____ Yes _____ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

____ Yes ____ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ____ Yes ____ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

____ Yes ____ No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: ____ Demolition ____ Disposition
3. Application status (select one) ____ Approved ____ Submitted, pending approval ____ Planned application
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: Coverage of action (select one) ____ Part of the development ____ Total development
7. Timeline for activity:

- a. Actual or projected start date of activity:
b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type:
<input type="checkbox"/> Occupancy by only the elderly
<input type="checkbox"/> Occupancy by families with disabilities
<input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one)
<input type="checkbox"/> Approved; included in the PHA's Designation Plan
<input type="checkbox"/> Submitted, pending approval

<input type="checkbox"/> Planned application
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
1. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ **Yes** ☐ **No:** Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ **Yes** ☐ **No:** Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway

homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to small PHA or high performing PHA status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

____ Yes ____ No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

B. Section 8 Tenant Based Assistance

1. ____ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. High performing PHAs may skip to component 12.)

2. Program Description:

a. Size of Program

____ Yes ____ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ____ 25 or fewer participants
____ 26 - 50 participants
____ 51 to 100 participants
____ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this PHA Coordination with the Welfare (TANF) Agency sub-component C.

1. Cooperative agreements:

☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 12/01/2001

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☐ Yes ☒ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting	Access (development office / PHA main office /	Eligibility (public housing or

		list/random selection/specifi c criteria/other)	other provider name)	section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	47	43 participants as of 10/31/2002

- b. ____ Yes ____ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ____ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- X ____ Informing residents of new policy on admission and reexamination

- _____ Actively notifying residents of new policy at times in addition to admission and reexamination.
- X_____ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- _____ Establishing a protocol for exchange of information with all appropriate TANF agencies
- _____ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- _____ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- _____ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- _____ Residents fearful for their safety and/or the safety of their children
- _____ Observed lower-level crime, vandalism and/or graffiti
- _____ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- _____ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- _____ Safety and security survey of residents
- _____ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- _____ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- _____ Resident reports
- _____ PHA employee reports

- _____ Police reports
- _____ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- _____ Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- _____ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- _____ Crime Prevention Through Environmental Design
- _____ Activities targeted to at-risk youth, adults, or seniors
- _____ Volunteer Resident Patrol/Block Watchers Program
- _____ Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- _____ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- _____ Police provide crime data to housing authority staff for analysis and action
- _____ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- _____ Police regularly testify in and otherwise support eviction cases
- _____ Police regularly meet with the PHA management and residents
- _____ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services

Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

☐ Yes ☒ No: This PHDEP Plan is an Attachment. (Attachment Filename:)

[24 CFR Part 903.7 9 (d)]
14. RESERVED FOR PET POLICY

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?

(If no, skip to component 17.)

2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?

3. ☐ Yes ☒ No: Were there any findings as the result of that audit?

4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?

5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- ☐ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)

3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the optional Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA MUST select one)
☐ Attached at Attachment (File name)
☒ Provided below:
Comment received was that the board member supported change to the minimum rent from zero to \$50. Board member stated that he felt this change imposed some accountability to those clients who were able bodied, but consistently reported no income, and noted that the policy change allowed for legitimate exemptions to the minimum rent.
3. In what manner did the PHA address those comments? (select all that apply)
☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
☐ List changes below:
☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☒ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many

1. Consolidated Plan jurisdiction: State of Ohio

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- X_____ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X___ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X___ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X___ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
-Actions to Address Under served Needs in Renter-Occupied Housing

Stock,

-Affirmative Marketing/Fair Housing Activities

-Actions to Increase Awareness of Lead-Based Paint Hazards,

-Actions to Reduce the Number of Families that are Below the Poverty Level,

-Coordination with Other Agencies and Organizations,

_____ **Other: (list below)**

- 4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)**

The Consolidated Plan supports the actions of this PHA in making decent, safe and sanitary housing available and affordable for families at or below 50% of the area median income.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachment A: TMHA Organization Chart

TUSCARAWAS METROPOLITAN HOUSING AUTHORITY ORGANIZATIONAL CHART

Board of Commissioners of TMHA

New Philadelphia <u>Appointee</u>	New Philadelphia <u>Appointee</u>	Common Pleas Ct. <u>Appointee</u>	Probate Ct. <u>Appointee</u>	Co. Commissioners <u>Appointee</u>
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Executive Director

Assistant Administrator / FSS Coordinator

<u>Occupancy Specialists</u>	<u>Financial Manager</u>	<u>Housing Inspector</u>
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Attachment B: Statement of Progress in Meeting the 5-Year Plan

Mission and Goals

In 1999, Tuscarawas Metropolitan Housing Authority wrote a 5-year Agency Plan for the years 2000-2004. This 5-year plan contained a mission statement (included in the 5-Year Plan section of this template) and the following goals:

- Increase the availability of decent, safe, and affordable housing by 3/31/2004,
- Improve the quality of assisted housing by 3/31/2004,
- Increase assisted housing choices by 3/31/2004,
- Promote self-sufficiency and asset development of families and individuals by 3/31/2004,
- Ensure equal opportunity in housing for TMHA clientele by 3/31/2004,
- Enhance the public image of TMHA and emphasize the value of TMHA to the community by 3/31/2004,
- Manage TMHA in an efficient and effective manner in every fiscal year through 3/31/2004.

TMHA has made progress in meeting these goals during the past year, as more specifically outlined in this Annual Plan report. The number of families being directly assisted on the Section 8 program has reached the baseline number of allowable units assigned by HUD, and continues to maintain that baseline number. TMHA has continued to interpret and implement the ongoing and changing HUD regulation affecting the Section 8 Housing Choice Voucher Program including implementation of the Lead-Based Paint Rule affecting Federally-assisted housing. In the last year, TMHA launched a website to increase public awareness and understanding of housing authority programs. Address is www.tuscarawasmha.org. No significant changes have been made to the TMHA mission or goals stated in the 5-year plan.

Attachment C: Membership of the Resident Advisory Board

The following are members of the TMHA Resident Advisory Board:

- Sandra A.
- Eugene G.
- David M.
- Marlane T.

PHA Plan
Component 7
Table Library
Capital Fund Program Annual Statement
Parts I, II, and III

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Line No.	Summary by Development Account	Total Estimated
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LRP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation	

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)

Total estimated cost over next 5 years		
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Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

